



CITY OF RICHMOND
DEPARTMENT OF PUBLIC UTILITIES
DEVELOPMENT SERVICES

900 E. Broad St., Room 115, Richmond, VA 23219
Tel: 804-646-8544 Fax:804-646-3438
Email: Dpu.developmentservices@richmondgov.com

Application for :

- WATER SERVICE
MAIN EXTENSION
FIRE HYDRANT(S)
- SANITARY SEWER
- STORM SEWER

PLEASE CHECK THOSE THAT APPLY

Instructions: Complete the information below. If installations are related to a commercial site development, plans stamped by a Professional Engineer [P.E.] may be required; at a minimum a detailed sketch will be required. Appropriate Backflow Protection is required on all Commercial, Fire, and Irrigation Water Services and may be required on Single Family Residential Services if a threat to the safety of the water system is recognized. Contact the Development Services Office at 804-646-8544

Application Date: \_\_\_\_\_

Property Information:

Parcel ID # \_\_\_\_\_ PROJECT NAME [If applicable] \_\_\_\_\_

Property location (street address): \_\_\_\_\_

Property Owner:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #[s]: \_\_\_\_\_ E-mail: \_\_\_\_\_

Applicant Information: [ ] Same as Above [ ] Other [PLEASE COMPLETE THIS SECTION]

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Phone#[s]: \_\_\_\_\_ E-mail: \_\_\_\_\_

Contractor Information:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #[s]: \_\_\_\_\_ E-mail: \_\_\_\_\_

License #: \_\_\_\_\_ License expiration date: \_\_\_\_\_

Requested Installations and information:

Use of property where connection is requested: [ ] Residential [ ] Commercial [Includes Triplexes & Apartment Bldgs]

Water Connection status: [ ] New [ ] Upgrade [ ] Reuse [No Change in Size]

Type of Water connection(s):

Form with checkboxes for Domestic, Fire, and Irrigation, each with a size field.

FEE(S) PER CITY CODE: \$ \_\_\_\_\_

CREDIT DUE FOR EXISTING DOMESTIC WATER METER \$ \_\_\_\_\_

Meter sizing form required Meter Size(s):

Water main extension required ? Y N Size main: \_\_\_\_\_ Length: \_\_\_\_\_

Fire Hydrant installation[s] required ? Y N Quantity: \_\_\_\_\_ Size main: \_\_\_\_\_

REQUIRED FEE(S) TO BE ESTIMATED BY DPU REVIEW ENGINEER

Type of Sewer connection(s): [ ] Sanitary [ ] Storm

Number of Connections Required: \_\_\_\_\_

Sewer Connection status: [ ] New [ ] Upgrade [ ] Reuse [No Change in Size]

Size of proposed sewer connection / pipe: [ ] 6" [ ] Other \_\_\_\_\_ FEE PER CITY CODE: \$ \_\_\_\_\_

Sewer main extension required ? Y N Size main: \_\_\_\_\_ Length: \_\_\_\_\_

Y N Will work need to be performed within a public right-of-way or alley in order for the utility connection[s] to be made?

Y N Has an application for a Work In Street Permit been made? PERMIT # IF APPLICABLE: V

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

DPU Engineer or APSA Signature \_\_\_\_\_ Date \_\_\_\_\_

DPU Prog/Ops Manager Signature \_\_\_\_\_ Date \_\_\_\_\_



### City of Richmond DPU Fixture Values Meter Sizing

Fixture	Fixture Value @ 35 psi		No. of Fixtures (set to zero if none)	=	Fixture Value	COMMENTS
Bathtub	8	x		=		
Whirlpool	8	x		=		
Shower Head (shower only)	4	x		=		
Toilet-Flush Valve	35	x		=		
Toilet-Tank Type	3	x		=		
Wash Sink (ea. set of faucets)	4	x		=		
Kitchen Sink- 1/2" Connection	3	x		=		
Kitchen Sink- 3/4" Connection	7	x		=		
Dishwasher- 1/2" Connection	5	x		=		
Dishwasher- 3/4" Connection	10	x		=		
Washing Machine- 1/2" Conn	5	x		=		
Washing Machine- 3/4" Conn	12	x		=		
Washing Machine- 1" Conn	25	x		=		
Hose Bib- 1/2" Conn	6	x		=		
Hose Bib- 5/8" Conn	9	x		=		
Hose Bib- 3/4" Conn	12	x		=		
Lawn Sprinkler (per head)	1	x		=		
Bedpan Washers	10	x		=		
Combination Sink & Tray	3	x		=		
Lavatory- 3/8" Connection	2	x		=		
Lavatory- 1/2" Connection	4	x		=		
Laundry Tray- 1/2" Connection	3	x		=		
Laundry Tray- 3/4" Connection	7	x		=		
Service Sink - 1/2" Connection	3	x		=		
Service Sink 3/4" Connection	7	x		=		
Urinal - Pedestal Flush Valve	35	x		=		
Urinal- Wall Flush Valve	12	x		=		
Trough (2ft.unit)	2	x		=		
<b>Fixture Value Total</b>						

Meter Size	Meter Range(GPM)		Maximum Continuous Flow
	Low	High	
5/8	1/8	20	10
1	3/8	50	25
1.5	5/8	100	50
2	1 1/4	160	80
3	4.3	450	350
4	25	1000	1000

**Meter Size based on Fixture Value Total** →

**\*NOTE: Other factors, such as distance/length of service or elevation, may make it necessary to utilize a larger meter than that which is indicated by this calculation**

**DPU RECEIPT #** \_\_\_\_\_

**WATER: Installation & Inspection Expectations**

**Cross Connection:** *Commercial properties require a backflow prevention device; Fees for water services will not be accepted until detailed information is provided to the DPU showing the dimensional location of all required backflow prevention devices and the corresponding manufacturer make and model data.*

*Meters will not be set or service activated until required device has been installed and verified by the DPU Cross-Connection staff.*

**NOTE [1]** – If the contract amount is over \$1,000, backflow prevention devices shall be installed by a licensed plumbing contractor.

If the contract amount is under \$1,000, backflow prevention devices may be installed by a State licensed Master Plumber.

Backflow prevention devices installed as part of a fire sprinkler system may be installed by an employee of a licensed fire sprinkler contractor.

[2]- A plumbing permit issued through the City's Bureau of Permits must be obtained for ALL private installations

[3] A separate fire sprinkler permit will be required for the installation of a backflow preventer on a fire sprinkler service line.

---

**WATER SERVICE [FIRE, IRRIGATION OR DOMESTIC] INSTALLATION**

**FEES:** *DPU required fees for all water services/connections are as shown in City Code Appendix A or as determined in accordance with DPU Policy*

The City of Richmond DPU supplies and installs the following: Tap into existing water main, corporation stop, curb stop, curb box, copper, brass, or ductile iron service line, meter box or vault and meter. Allow a minimum of 30 – 45 days for installation of service after approval of permit.

The applicant supplies the following: All work beyond the meter box/vault including any required backflow prevention devices.

**NOTE:** The meter will not be set or activated until an approved backflow device has been installed by the owner and inspected by the DPU's Cross Connection staff [804-646-8510 or 804-646-3026].

**WATER MAIN EXTENSIONS INSTALLATION**

**FEES:** *DPU required fees for all water mains to be installed in an existing public right-of-way or alley are estimated by the DPU.*

*The Owner/Developer is required to submit a completed W-9 form and to pay the estimated cost as determined by the DPU.*

Once fees are paid the DPU will initiate a work order for installation by the DPU; an allownace of 45 to 60 days should be made for completion of the actual installation.

**NOTE:** *Water installations that are to be installed by the Owner/Developer and subsequently will become "public" will require execution of a "Contract to Extend Water" and may require a "Developer's Agreement".*

**FIRE HYDRANT**

**FEES:** *DPU required fees for all fire hydrants to be installed on an existing public watermain are estimated by the DPU. The*

*Owner/Developer is required to submit a completed W-9 form and to pay the estimated cost as determined by the DPU.*

Once fees are paid the DPU will initiate a work order for installation by the DPU; an allownace of 45 to 60 days should be made for completion of the actual installation.

The City of Richmond DPU supplies and installs the following: Tap into existing water main, gate valve, necessary length of ductile iron pipe, fire hydrant.

---

**WASTE [SANITARY] & STORM WATER: Installation & Inspection Expectations**

**FEES:** *DPU required fees for all services/connections are as shown in City Code Appendix A or as determined in accordance with DPU Policy. Fees for waste and/or storm water services will not be accepted until detailed information is provided to the DPU showing the dimensional location of all required installations.*

The City of Richmond DPU does not supply nor install any new facilities or structures associated with waste or storm water services/mains for new development or redevelopment. The applicant supplies and installs all required materials .

If an existing lateral is planned for re-use you must coordinate with the DPU Collections Division [804-646-1392 or 804-646-1395] to have the lateral CCTV inspected by the City DPU while the pipe is exposed [excavation by your contractor].

Existing infrastructure that may require repair or replacement is assessed individually by the DPU.

**NOTE [1]:** No work shall be initiated until a pre-construction meeting has been coordinated with the DPU Collections Division [804-646-1392 or 804-646-1395] at least 48 hours in advance.

[2]: Waste and Storm Water installations that are to be installed by the Owner/Developer and subsequently will become "public" will require execution of any applicable permits and may require a "Developer's Agreement".

**PLEASE RETAIN FOR REFERENCE**